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Tender

## **Staff Travel Service - Transport for London**

Transport for London

F02: Contract notice

Notice identifier: 2021/S 000-011703

Procurement identifier (OCID): ocds-h6vhtk-02b529

Published 26 May 2021, 11:48am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Transport for London

5 Endeavour Square

London

E201JN

#### **Contact**

Mr Mohammed Mezan Ahmed

#### **Email**

[mezanahmed@tfl.gov.uk](mailto:mezanahmed@tfl.gov.uk)

#### **Telephone**

+44 87822

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://tfl.gov.uk>

Buyer's address

<https://tfl.gov.uk>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://procontract.duenorth.com/Advert/Index?advertId=56d213f9-2eb5-e911-80f8-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.duenorth.com/Advert/Index?advertId=56d213f9-2eb5-e911-80f8-005056b64545>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Transport

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Staff Travel Service - Transport for London

Reference number

DN424613

#### **II.1.2) Main CPV code**

- 60000000 - Transport services (excl. Waste transport)

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

TfL is currently looking for one Service Provider to supply vehicles and drivers for its London Underground staff travel service; this includes vehicles with drivers as per the daily schedules, other ad hoc travel services for emergency situations and in other unforeseen circumstances. The purpose of the service is to ensure that London Underground (LU) works consistently, getting customer service staff, train operators, signal engineers and service control to their place of work when there is reduced transport system

In addition, the Greater London Authority (GLA) functional bodies (includes the (GLA, Metropolitan Police (MET), London Fire Brigade (LFEPA), London Legacy Development Corporation (LLDC) and Old Oak and Park Royal Development Corporation (OPDC) will have the option to use this contract for Unscheduled / ad-hoc journeys at the TfL agreed rates. Each functional body will manage their own accounts direct with the Service Provider.

The initial term of the contract will be three (3) years with an option, exercisable at its sole discretion, to extend the duration of the Contract for a further period or periods up to a total of two (2) years.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 60100000 - Road transport services
- 79997000 - Business travel services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

TfL is currently looking for one Service Provider to supply vehicles and drivers for its London Underground staff travel service; this includes vehicles with drivers as per the daily schedules, other ad hoc travel services for emergency situations and in other unforeseen circumstances. The purpose of the service is to ensure that London Underground (LU) works consistently, getting customer service staff, train operators, signal engineers and service control to their place of work when there is reduced transport system

In addition, the Greater London Authority (GLA) functional bodies (includes the (GLA, Metropolitan Police (MET), London Fire Brigade (LFEPA), London Legacy Development Corporation (LLDC) and Old Oak and Park Royal Development Corporation (OPDC) will have the option to use this contract for Unscheduled / ad-hoc journeys at the TfL agreed rates. Each functional body will manage their own accounts direct with the Service Provider.

The initial term of the contract will be three (3) years with an option, exercisable at its sole discretion, to extend the duration of the Contract for a further period or periods up to a total of two (2) years.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

This contract is subject to renewal

Yes

Description of renewals

Upon expiry of the contract.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The initial team of the contract will be three (3) years with an option, exercisable at its sole discretion, to extend the duration of the Contract for a further period or periods up to a total of two (2) years.

#### **II.2.12) Information about electronic catalogues**

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Competitive procedure with negotiation

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

25 June 2021

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Transport for London

5 Endeavour Square

London

E20 1JN

Country

United Kingdom